



Final Landscape Plan Checklist

Submittal Checklist

Certifications and Reports	
<input type="checkbox"/>	Certification of Professional Qualifications (Appendix I) <i>This establishes the project Designer of Record, and who is to perform the Landscape Inspection.</i>
<input type="checkbox"/>	Soil Analysis Report from an established soil analysis laboratory (by treatment type) provided
<input type="checkbox"/>	Accurate soil preparation and amendments notes, per the soil analysis recommendations

Overall Page Layout	
<input type="checkbox"/>	Schematic Landscape Diagram (on the plan) (Ref. Appendix E)
<input type="checkbox"/>	Site Category Calculation Chart with requirements and how they are met (Appendix F)
<input type="checkbox"/>	Plant Schedule (Per Policy 312, Appendix G) with Percentage of Signature Plants listed All plant material will be called out with the key abbreviation and quantity All trees will include the Category (abbreviation) they satisfy, as reflected in the chart.
<input type="checkbox"/>	Planting Details (Appendix H: Tree, shrub, perennial, and groundcover, Revised 2006)
<input type="checkbox"/>	Sheet Base Information <ul style="list-style-type: none"> o Vicinity Map o North Arrow o Bar Scale o Sheet Match Lines
<input type="checkbox"/>	Label Landscape Setbacks and Dimension Property Lines on the Landscape Plan
<input type="checkbox"/>	Zoning Information: Existing and Proposed Zoning of the site and surrounding properties
<input type="checkbox"/>	Streets and Right of Way (existing and proposed): Names, Classification, R.O.W. changes Show speed lines of site for each intersection and access point (Ref. City Traffic Manual)
<input type="checkbox"/>	Irrigation Notes: Types of equipment and method(s) to be used to irrigate the site.
<input type="checkbox"/>	Delineation of Streamside Buffers, 100 year Floodplain, and non tidal wetlands, as applicable.
<input type="checkbox"/>	Show existing major vegetation to be retained and to be removed, by size and species. Provide protection methods (with details) to be used. Show new locations of transplanted materials. In Hillside and Streamside, provide existing elevations of plants to be retained.
<input type="checkbox"/>	Show and label all other structures. Show and label all landscape light types.
<input type="checkbox"/>	Parking: Show covered & uncovered stalls, loading and fueling areas, and vehicular drives
<input type="checkbox"/>	Private pedestrian walks and pedestrian-oriented areas. Label adjacent (PR&CS) Public Trails
<input type="checkbox"/>	Show Retaining walls with spot elevations, screening walls and fences (with type, ht, & material)
<input type="checkbox"/>	Proposed plants shown within ranges of mature width
<input type="checkbox"/>	Identify all ground plane treatments (plants, paving, mulches by type and depth)
<input type="checkbox"/>	Plants not required by Code may be labeled as "Extra" and excluded from Financial Assurances
<input type="checkbox"/>	Identify non-living materials; boulders, sculptures, etc
<input type="checkbox"/>	Show and identify existing natural features to remain, i.e. rock outcrops, ponds, lakes and streams
<input type="checkbox"/>	Accurately represent water quality facilities (location and type); include maintenance access
<input type="checkbox"/>	Berms and slopes: Show proposed contours, and slope percentage, and slope protection
<input type="checkbox"/>	Swales: Show proposed contours
<input type="checkbox"/>	Reclamation and erosion control area labeled
<input type="checkbox"/>	Locations of existing and proposed utilities and utility easements



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<input type="checkbox"/>	Overhead power lines clearly labeled
<input type="checkbox"/>	Buffers & Screens (7.4.323):
	○ Provide vegetative screen for all refuse collection areas from adjacent streets and properties
	○ Screen of loading and utility service areas, vehicle repair bays and vehicle fueling areas from adjacent streets and properties (vegetative or structural, 7.4.323)
	○ A detailed design of screening structures
<input type="checkbox"/>	Submit a written Request for Alternative Compliance, as applicable (Appendix L)